

**Delta Township District Library
Board Meeting Minutes
January 6, 2004**

Next meeting: February 3, 2004, 7:00 p.m. Delta Township District Library

I. Call to order at 7:00 p.m.

II. Roll Call:

Trustees Present: Michael Moore, Judy Mulvaney, Richard Milliman, Colleen Weinfeld.

Trustees Absent: Marie Papciak, Susan Steiner Bolhouse.

Guests Present: Cherry Hamrick, Library Director; Mary Rzepczynski, Public Service Librarian; Karen Rude, Pat Gorski, Friends of the Delta Township District Library; Joe Yarbrough, Director of Strategic Planning and Technology for the Waverly School District.

III. Adoption of Minutes: from meeting of November 4, 2003. The motion for adoption was made by Richard Milliman and seconded by Judy Mulvaney. The motion carried.

IV. Treasurer's Report: Treasurer Richard Milliman reported that there is a year-end surplus of \$31,085.92 in the preliminary year-end report. He pointed out that revenue from rentals was down a little

V. Public Appearances: Karen Rude spoke on behalf of the Friends, stating that book donations were not taken during the month of December. She mentioned the volunteer luncheon being held at the Delta Township Firehall on January 13, 2004. She also stated that the Bookstore took in \$898 in two weeks in December and they are discussing whether to continue to keep the bookstore closed the latter part of December.

VI. Discussion on Architect's Contract and Further Actions: Chairman Moore brought up a letter from David Clark, of Fishbeck, Thompson, Carr & Huber, regarding modifications proposed by the Township requiring additional fees. Three main areas of concern are more space for community rooms in the lower level, accommodations for future expansion, and reducing project costs. At Mr. Moore's request, Mr. Clark proposed amending the original contract for payment of a fee of half the overage accumulated, or \$6,500. After a lengthy discussion, a motion was made by Judy Mulvaney to amend the original contract by one-half the amount of the overage, or \$6,500 plus expenses of \$860, seconded by Colleen Weinfeld. The motion carried on a vote of three ayes and one nay. It was also decided that the Board is not ready to proceed with a new contract at this time and will discuss design modifications in more detail later in the year.

VII. Holiday Schedule and Board Meeting Schedule for 2004: Cherry Hamrick stated that the Library would be closed some of the same days as the Township but open other days to better accommodate the public. A motion to adopt the Holiday Schedule was made by Richard Milliman and seconded by Judy Mulvaney. The motion carried. Chairman Moore stated that he would be unable to attend the February and March Board meetings

and Richard Milliman indicated he would not attend the March meeting. Judy Mulvaney stated that she could run the February meeting. It was mentioned that the location for the August 3rd and November 2nd meetings would have to be changed due to the Elections. A motion to adopt the Board Meeting Schedule for 2004 was made by Colleen Weinfeld and seconded by Richard Milliman. The motion carried.

VIII. Donations Policy: The proposed policy on gifts and donations was discussed, it reads as follows: Selection of gifts and donations will be governed by the same principles and criteria applied to the selection of items for purchase. No conditions may be imposed relating to any gift or donation after its acceptance by the Library. Richard Milliman moved to adopt the policy and it was seconded by Judy Mulvaney. The motion carried.

IX. District Librarian Report:

1. Cherry Hamrick presented many newspaper and newsletter articles recently printed regarding the Library and the Delta Library Annual Report.
2. She also discussed the program for senior citizens of rotating the collection of large print books among the senior residences.
3. The Library staff is working on the summer reading program.
4. Cherry presented an example of the new logo for the Library, stating that it cost \$540 and that it will be used on business cards, shirts and other items.
5. She stated that the Library now has a light bar people counter which will give them a more accurate count of users. There were more than 6,000 visitors in December which is often a slow month. The information will be useful in the campaign for a new library.
6. As of January 2, 2004, all children's videos are free. This is in line with stores such as Family Video.
7. Discussion on interaction between Rotary and Waverly Schools and the possibility of the Library being a service project, such as doing the teen web site.
8. Delta Reads: Mary Rzepczynski mentioned that the book chosen is "The Wonderful Wizard of Oz" as an appropriate choice for a family oriented library. It will run from April 17th through May 1st, with book discussion groups, movie viewing, and more activities. Copies will be available at the library and at Barnes and Noble. Mary mentioned that Barnes and Noble no longer has a community relations person and you have to deal directly with the manager. The announcement will be in March. Mr. Yarbrough stated that they have a library staff meeting this week and he will mention it at that time.

X. Benchmark Categories for Michigan Libraries and Capital Campaign Discussion: Chairman Moore announced that these subjects would be discussed at a future meeting. A representative from Monahan Company was unable to be here for the Capital Campaign Discussion so it will be rescheduled for the April 6th meeting.

XI. Miscellaneous Items: Karen Rude announced that she will no longer be attending Library Board meetings as President of the Friends of the Library as Pat Gorski will be taking over that position as of January 13th.

XII. Adjournment: The meeting adjourned at 8:30 p.m.

Minutes respectfully submitted by Joanne Grow.